



Dover/Kent County Metropolitan Planning Organization

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Dover/Kent County Metropolitan Planning Organization
Request for Proposal (RFP) Questions and Answers regarding the
CONSULTING SERVICES- MPO STRATEGIC PLANNING
BID #18-001

Question: In the RFP on page 1, 2nd paragraph, it states that the proposal are to “be sent to the Dover / Kent County MPO via U.S. mail at P.O. Box 383, Dover, Delaware 19903, by 2:00 p.m. on Wednesday, March 21, 2018.” Since we can’t control the delivery thru the USPS to a P.O. Box, can the proposals be delivered directly to the MPO at: 1783 Friends Way, 3rd Floor, Camden, DE, 19934.

Response: Should you prefer to deliver it to the office, yes you may do that.

Question: On Page 6 of the RFP under COMPANY TRADE SECRETS, it states that firms are to designate those items that are considered “trade secrets”. Can a redacted copy of the proposal be submitted to address this issue?

Response: Yes. The "Company Trade Secrets" section of the RFP is meant to notice offerers or bidders that their written responses fall under Delaware FOIA rules. As such and in compliance with Delaware Title 6, Subtitle II, Chapter 20, elements or parts of submitted documentation which meets the definition of a "Trade secret" in section 2001(4) must be identified. Offerers and bidders are **not required** to submit their trade secrets but need to identify any parts of their submission which they consider as trade secrets and which also meet the definition annotated in Delaware State Code. A redacted copy of the offers or bidders proposal **may be submitted** or a copy which contains no trade secrets may also be submitted. The bottom line is that the submitted proposals and information therein will be evaluated using the criteria described on page 9 in the RFP.